

UNCLASSIFIED

E-1051

370920

ID #

00165

WHITE HOUSE
CORRESPONDENCE TRACKING WORKSHEET

☐ O - OUTGOING

☐ H - INTERNAL

☒ I - INCOMING

Date Correspondence
Received (YY/MM/DD)

85/12/15

Name of Correspondent: MR. JAMES M. LEE

☐ MI Mail Report

User Codes: (A) _____ (B) _____ (C) _____

Subject:

In response to letter seeking release
of Rachel Wallenberg, first cousin
her deceased husband, into her
custody

ROUTE TO:

ACTION

DISPOSITION

Office/Agency (Staff Name)	Action Code	Tracking Date YYMMDD	Type of Response	Code	Complete Date YYMM
<u>Collyer</u>	ORIGINATOR	<u>85/12/17</u>	<u>SA</u>		<u>85/12</u>
<u>WAS</u>	Referral Note:		<u>SA</u>		
	<u>R</u>	<u>85/12/19</u>			<u>85/12</u>
	Referral Note:				
		<u>1/1</u>			<u>1</u>
	Referral Note:				
		<u>1/1</u>			<u>1</u>
	Referral Note:				
		<u>1/1</u>			<u>1</u>
	Referral Note:				

ACTION CODES:

- A - Appropriate Action
- C - Comment/Recommendation
- D - Draft Response
- F - Furnish Fact Sheet
- to be used as Enclosure

- 1 - Info Copy Only/No Action Necessary
- 4 - Direct Reply w/Copy
- 5 - For Signature
- X - Informal Reply

DISPOSITION CODES:

- A - Answered
- B - Non-Special Referral
- C - Compl
- D - Susp

FOR OUTGOING CORRESPONDENCE:

- Type of Response - Initials of Signer
- Code - "A"
- Completion Date - Date of Outgoing

DEPARTMENT OF STATE

IS/FPC/CDR HH

Date: 10/18/93

Comments:

RELEASE () DECLASSIFY MR Cases Only:

IN PART

Form Exemptions B6

PA Exemptions

() CLASSIFY

() DOWNGRADE TO

Keep this worksheet attached to the original incoming letter.
Send all routing updates to Central Reference (Room 75, OEOB).

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